

## MEETING #30 – August 14

At a Regular Meeting (#1) of the Madison County Board of Supervisors on August 14, 2018 at 4:00 p.m. in the Madison County Administrative Center Auditorium located at 414 N. Main Street:

PRESENT: R. Clay Jackson, Chairman  
Jonathon Weakley, Vice-Chairman  
Charlotte Hoffman, Member  
Kevin McGhee, Member  
Amber Foster, Member  
Jack Hobbs, County Administrator  
Mary Jane Costello, Asst. County Administrator/Finance Director  
Frank Thomas, Interim County Attorney  
Jacqueline S. Frye, Deputy Clerk

### Call to Order

*Pledge of Allegiance & Moment of Silence*

### 1. Determine Presence of a Quorum/Adopt Agenda

Chairman Jackson advised that a quorum was established.

Chairman Jackson called for the following additions to today's Agenda:

- *3a - Sheriff's Office Training*
- *10b - CSB*
- *13 Closed Session [Regarding the Robert Legge Case]*

Supervisor Hoffman moved that the Agenda be adopted as presented, seconded by Supervisor Foster. *Aye: Jackson, Weakley, Hoffman, Foster. Absent: McGhee. Nay: (0).*

### **1a: SPECIAL ITEM: Board Photo with the new Animal Shelter Rescue Van**

Chairman Jackson advised that the Board would briefly leave the auditorium to take a photo with the new Animal Shelter Rescue Van.

### 2. Public Comment:

Chairman Jackson opened the floor for public comment.

The following individual(s) provided comment(s):

- Joe May: Advised that VDOT has done nothing to Whippoorwill Road due to citizen's refusal to donate any right-of-way (cracks and potholes now in place); thanked Supervisor Weakley for his efforts; VDOT representative has suggested that tar and gravel be done to the roadway; improvements to Stagecoach Road may pose a hazard during the winter season (in his opinion); suggested the proposed personnel policy not be a mechanism to 'buy favors' for County employees - County's tax base and lack of industry can't afford significant pay increases

- *Chairman Jackson: Suggested that VDOT be asked to assess if anything can be done on Whippoorwill Road; noted that the personal policy process doesn't guarantee pay raises and is being done for organizational purposes (i.e. job descriptions/duties, etc.), similar to what the Madison County Planning Commission is doing with review of all County ordinances and practices, etc.; the Board is well aware of the County's current tax base*

With no further comments being brought forth, the public comment opportunity was closed.

### 3. Constitutional Officers

**a. Sheriff's Office Training:** Supervisor Foster provided a brief overview of the recent Sheriff's Office training pertaining to school security policies/procedures; the training session was extremely informative and well implemented.

**b. Circuit Clerk's Office:** Leeta Louk, Clerk of Circuit Court, was present and advised that her office received a \$10,000.00 Virginia Library Grant.

### 4. County Departments

**Economic Development & Tourism:** Tracey Gardner, Director of Economic Development, was present and advised that a local business has gone through a 'rebranding' process and will reopen under a new name with special promotions to follow; TOTM posts have increased from 28,000 to 41,500; vendor spaces are still available for the event. Highlights from the monthly report focused on the following:

- Madison County and the Central Virginia Partnership of Economic Development and VEDP hosted the Economic Development Round Table and lunch with Secretary of Commerce and Trade Brian Ball on July 11th
- Parade was well attended as was the County Fair
- There were about 80 new visitors in the Visitor Center in July
- We are waiting for Google Analytics report for July still unavailable
- Attended Celebrate Shenandoah and Tween Rivers meetings, Central VA Partnership
- Still sending out leads
- We will have full back page of this week's Cville weekly advertising our website, and upcoming festivals for their festival issue, Hops Fest, TOTM, and Apple Harvest, and Rural Madison's Hops and Homestead festival
- CBS's Tyler Hawn working on another story
- Next Tourism Committee Meeting Sept 11, 1:30pm at the Visitor Center Conf. Room
- We are in full planning mode for Taste of the Mountains, many press releases, reporters calling, delivering promo items to radio/tv stations. Some exciting things happening that day
- Many ads in digital and other magazines (gorgeous one is in the Food Traveler's Wine, beer and Spirits magazine) which Economic Development/Tourism will match
- Efforts to establish the local coffee shop are still in process

Ms. Gardner also noted that commercial presence is a part of the "Crush Friday" funding that was received; will also be working with an entity in Culpeper that does business videos (from Culpeper into Maryland). Also noted that the Madison County Animal Shelter will have pets for adoption at the upcoming event.

**Madison Schools:** Karen Allen, School Board member, advised that the new school year has begun; recent teacher's training focused on "Trauma"; thanked Supervisor Foster for attending the Sheriff's Office training; advised of a 'welcome' event scheduled for the new Superintendent on August 24th at the High school media center courtyard beginning at 5:00 p.m.

- *Supervisor Weakley: Extended an invitation for the new Superintendent to feel free to attend any of the Board's meetings*

### 5. Reports from Committees & Organizations:

**a. George Washington Carver Regional High School:** Hortense Hinton-Jackson, Vice Chairman for History (of the GWC) was present to provide a presentation to support the GWC's request for funding to support the future four-County museum endeavor. Highlights focused on:



- The history in the development of GWC (as a school for African Americans) in the 1940's
- Funding support provided for Madison, Culpeper, Orange and Rappahannock to support the school facility (i.e. Madison County donated \$46,000.00 in 1946)
- The facility (located on Route 15) still stands as a beacon of light to all of the educational achievements (from 1948 to 1968) and beyond
- Culpeper County BOS recently engaged in repurposing the building with a focus on education, training and economic development
- The original school library space has been designed as a museum to showcase the history of the only regional high school for African American children, the families and communities that supported those children and their enduring legacy
- Culpeper
- A financial report (with a start-up budget of about \$90,000.00), a historical brochure, a mission overview and an "about" exhibits as provided for review and advisement

Furthermore, she noted that African American students are only taught facts of slavery, with no focus in the classroom on the positive contributions that have been made within our culture in this immediate area. Additionally, it's felt that the history surrounding GWC will be an enlightened teaching tool for educators, to learn about the area, our history here, and to influence the classroom curriculum and eliminate some of the 'voids' that exist in our (African American) own history. Focus was also made on the desire to influence genealogical facts that may assist individuals that have an interest in discovering their family history/roots in this area.


Ms. Jackson encouraged Madison County to 'catch the excitement' that the GWC Alumni is experiencing and welcomed funding support from the County to support the proposed efforts being discussed. Additionally, a number of grants have been received, as well as furniture donations from a Culpeper businessman.

A proposed pre-opening ceremony to celebrate the opening of the museum is scheduled for Saturday, October 13th at 11:00 a.m., marking the 70th anniversary of GWC's opening and the 50th anniversary of its closing (in 1968), and a grand opening will be held in February 2019.

The facility is currently housing a:

-  Technology center & Machinist training
-  New Farmer's Program

And a:

-  Proposed food enterprise center

Currently, Culpeper County has invested over \$400,000.00 in building renovations (entire library) and asbestos removal, etc.; project is being done in phases.

In closing, she noted that efforts are being shared with the Madison County Historical Society and a proposed joint partnership with the museum. Presentations are also being planned with the Orange County Historical Society and Rappahannock County Library. The GWC is trying to get all localities involved in the proposed endeavor.

**6. Finance:** Mary Jane Costello, Director of Finance/Asst. County Administrator, advised that the State allows the County to continue process orders from the previous budget year for sixty (60) days after the FY end and to adjust the budget for that period. In closing, it was noted that there may still be a few bills to come forth from the FY18 for payment and approval. August 2018) and FY19.

***a. Claims***

***Post Year FY18***

\$8,279.30 (8'14'18)

***FY19***

\$131,463.14 (8'10'18)

\$ ~~42,622.57~~ (8'14'18)

\$174,085.71 (Total)

**Highlights:**

- \$25,000.00 (Shenandoah Criminal Justice Academy)
- \$30,000.00 (Purchase of a truck for Animal Control)
- \$37,000.00 (Wingate Appraisal [reassessment process (38% of total amount)])

**FY18 Post Year**

Supervisor Weakley moved that the Board approve FY18 post year claims totaling \$8,279.30, seconded by Supervisor Foster.

*Aye: Jackson, Weakley, McGhee, Hoffman, Foster. Nay: (0).*

**FY19:**

Supervisor McGhee moved that the Board approve FY19 claims totaling \$174,085.71 as presented, seconded by Supervisor Hoffman. *Aye: Jackson, Weakley, McGhee, Hoffman, Foster. Nay: (0).*

***b. Supplemental Appropriation Requests***

***i. Sheriff's Asset Forfeiture (FY2018 Proposed Supplemental Appropriation #41\_08142018 - \$21,659.38):*** The Finance Director explained that the amount of funds being requested can only be spent by the Sheriff's Office and the Commonwealth's Attorney and are not part of the original budget. These funds will need to be appropriation (by the County) in order for both departments to utilize these restricted funds and can be spent at their discretion only.

Teresa Weaver, Sheriff's Department Office Manager, was present and advised that funds being discussed are mandated to be utilized by the Sheriff's Office as deemed appropriate. In closing, she suggested that the Sheriff's departmental balances be assessed at the end of each fiscal year and that one supplemental appropriation be initiated at that time.

Supervisor Weakley moved that the Board approve FY2018 Proposed Supplemental Appropriation #41\_08142018 in the amount of \$21,659.38 as presented, seconded by Supervisor Hoffman. *Aye: Jackson, Weakley, McGhee, Hoffman, Foster. Nay: (0).*

***ii. Four For Life (FY2018 Proposed Supplemental Appropriation #42\_08142018 - \$802.32):*** The Finance Director explained that the funding for Four For Life hasn't yet been received but will be allocated to the Madison County Volunteer Rescue Squad upon receipt. The estimate in the budget was originally \$14,000.00; however, the amount to be allocated from the State will be \$802.32.

Supervisor Foster moved that the Board approve FY2018 Proposed Supplemental Appropriation #42\_08142018 in the amount of \$802.32 as presented, seconded by Supervisor McGhee. *Aye: Jackson, Weakley, McGhee, Hoffman, Foster. Nay: (0).*

**iii. PRA - Reimbursable Salary Related Expenses (FY2018 Proposed Supplemental Appropriation**

**#43\_08142018 - \$5,949.70):** The Finance Director explained that there was a change in the salary range for the PRA Manager that wasn't a part of the original budget. The PRA has already reimbursed the County for the funds being requested, but their budget will need to reflect today's requested amount.

Supervisor McGhee moved that the Board approve FY2018 Proposed Supplemental Appropriation #43\_08142018 in the amount of \$5,949.70 as presented, seconded by Supervisor Foster. *Aye: Jackson, Weakley, McGhee, Hoffman, Foster. Nay: (0).*

**7. Minutes: July 24 and August 1, 2018 Meetings**

**July 24th (#28)**

Supervisor Foster moved that the Board approve the Minutes for July 24, 2018 meeting as presented, seconded by Supervisor Hoffman. *Aye: Jackson, Weakley, McGhee, Hoffman, Foster. Nay: (0).*

**August 1st (#29)**

Supervisor Foster moved that the Board approve Minutes for August 1, 2018 meeting as presented, seconded by Supervisor Hoffman. *Aye: Jackson, Weakley, McGhee, Hoffman, Foster. Nay: (0).*

**8. Old Business:**

**a. Status of Report on Reassessment Project:** Brian Daniel, Commissioner of the Revenue, was present and advised that about ¾ of the reassessment process has been complete. The process appears to be going well with minimal complaints from County residents. He suggested the Board consider seeking nominations for the Board of Equalization. The incumbents will be required to serve from January 1, 2019 until December 31, 2019. BOE members will be appointed by the Judge and will receive training from the State's Tax Department. Requirements call for at least 1/3 of the BOE members to have a real estate background.

The County Administrator advised that the Judge has the authority to appoint individuals, but it's the tradition in the State of Virginia for the Board of Supervisors to nominate individuals. Advertising will be required to attract interested individuals. Furthermore, it was noted that the reassessment process is moving along well, and that Mr. Daniel has done an excellent job throughout the process.

After discussion, it was the consensus of the Board to advertise for the Board of Equalization.

**b. Status Report on RDA/Breeze Project:** Stephanie Murray, Treasurer, was present and advised that the RDA/Breeze conversion isn't going as well as anticipated. Currently, the County utilizes RDA software and is supposed to convert to RDA/Breeze which is supposed to be a web-based program. To date, contact has been made without much progress in attaining necessary information on the process. The following message content was read for the record (as received from Eric Morrow of RDA Systems, Inc.):

*"Good afternoon. We have learned a lot from the Charlotte implementation and there are 3 main areas that are under development. These include improvements on address tracking, adjustments, and computes. The enhancements on addresses, adjustments, and compute are at the core Breeze and touch many points in the system. I feel we need more testing and refinement here before we bring you all live so that you all have a good transition and minimize potential issues. An additional area that you all use is the Building Inspection module. There are continued refinements needed here. Other areas that still need some review are Land Use, Rollbacks, Late Filing Penalty, Lifetime Dog Tag, and the CAMA Import. There are some refinements and additional testing needed here as well since Charlotte does not use*

*these functions. In the meantime, we will continue to work on data conversion and start looking at some training dates to show progress and get the staff comfortable with the new system.*

*Thanks"*

In response to the letter received, she replied that:

*" Given the amount of work that is left to do, when is the earliest that you feel that we will be ready for "Go Live"? I don't want to rush it in January if the product is not ready to go and accurate. It sounds like there are many things still in the works and since this report will be going to our Board of Supervisors, I want to intelligently answer their questions...."*

And the reply from Mr. Morrow was:

*"We very much want a very smooth go Live. If January is not achievable, what would be the next date you all would prefer; maybe March to July?*

*Thanks!"*

In closing, she noted that she and Brian Daniel, Commissioner of the Revenue, and all Chief Deputies are planning to visit Charlotte County in September to assess what's going on there and assess any problems they may be having. The County Administrator has also been asked to go along and meet with the County Administrator in Charlotte County.

Concerns focused on the fact that:

- Charlotte County doesn't utilize the same program aspects that Madison County will need to access
- Charlotte County went live in May 2018 (had a rep in place until about six weeks ago)
- Going live (in January 2019) would not be an advantage to the County or Treasurer's office

Furthermore, she advised that (in her opinion) converting to another RDA program would be easier since the County is already utilizing another RDA software package. In closing, she offered to remain with the existing financial software package that's currently be used by the County. Furthermore, RDA representative, Dave Davis, has agreed to support the County until the proposed product is done correctly.

The County Administrator advised that the proposed package involves an upgrade to the RDA financial system and does affect operations in the Treasurer's Office. He also advised that the County could attain the proposed upgrade without cost, excluding maintenance fees.

Comments:

- *Chairman Jackson: Verbalized concerns regarding the County's past commitment with another software programmer (i.e. Tyler Technologies, Inc.,) and felt that the agreement to remain with RDA Systems, Inc., precipitated the proposed program*
- *Supervisor Weakley: Questioned the timetable for delivery of the proposed product; also questioned the 'shelf life' of the product being presented; suggested that an RDA representative attend a future Board meeting*

Ms. Murray also noted that there are cheaper systems available that may be a better alternative for the County.

The Finance Director explained that (in her opinion), the program offered by RDA Systems, Inc. is best utilized by school systems and not County offices; also verbalized disfavor of having a 'line item budget' maintenance process; the County utilizes RDA programs for tax purposes; noted there are various types of software systems available and suggested the County assess:



- ❖ What type of software program(s) are utilized by localities similar to Madison
- ❖ How well the program(s) work and meet specific needs of the locality(ies)

Concerns were verbalized by the Board regarding procurement software, to which the Finance Director advised that this type of software tends to be very cumbersome, as isn't geared to maintain 'a line item' budget.

- *Supervisor McGhee: Questioned whether the County may need to seek out another alternative (based on reported findings)*

The Finance Director also noted that RDA Systems, Inc., has failed to keep the current software modules up-to-date as promised.

- *Chairman Jackson: Advised that (in his opinion) the County does have some leverage - RDA Systems, Inc. should be able to adhere to all requirements to provide maintenance updates to the existing financial modules that the County utilizes*

The County Administrator advised that no formal contract has been initiated or signed for the proposed product offered by RDA Systems, Inc.

After discussion, it was the consensus of the Board to receive input once an assessment of the program has been made in Charlotte County.

**c. Smart Scale Resolution:** The County Administrator advised that the Board previously decided to proceed with the:

*a. Shelly Road "R-cut"*

*b. Pratts Roundabout*

Paperwork and online documents would be initiated along with the application, followed up with a resolution to express official intentions (Resolution #2018-10), to be recommended for advisement and approval.

Comments:

- *Chairman Jackson: Questioned if today's proposal will encumber future Boards to proceed with the proposed projects*

The County Administrator explained that the proposed process is to request that the State fully fund both projects.

Frank Thomas, Interim County Attorney was in agreement with the documented resolution being presented.

- *Supervisor Weakley: Clarified that today's proposed action will not affect future Boards' and will allow time for receipt of public comment/input from the citizens*

Supervisor Hoffman moved that the Board approve Resolution #2018-10 [Support from Madison County for Projects submitted for the FY2020/2026 Smart Scale Prioritization Process], seconded by Supervisor McGhee. *Aye: Jackson, Weakley, McGhee, Hoffman, Foster.*

The County Administrator encouraged the Board to start these types of processes early next year and that discussion on projects be assessed (i.e. process runs on a two-year cycle) in a more timelier manner.

**d. Status on Personnel Study:** The County Administrator advised that the personnel study is moving forward. The goal is for staff to have provide input on their various positions (i.e. jobs tasks, percentage of time involved, qualifications, etc.) before the end of the calendar year. Once reviewed, this information will be used to update job descriptions for each position.

This information will also be reviewed during the FY20 budget process. The following list of benchmark employers: The Board was encouraged to review the list of benchmark employers as provided by Springstead, Inc.

A list of benchmark employers (by Springstead, Inc.):

- ✚ Albemarle County Government
- ✚ Culpeper County Government
- ✚ Fauquier County Government
- ✚ Greene County Government
- ✚ Orange County Government
- ✚ Page County Government
- ✚ Rappahannock County Government
- ✚ Rockingham County Government
- ✚ Warren County Government

And was advised to understand that it might be difficult to change the aforementioned list later in the process.

- *Chairman Jackson: Suggested that Rappahannock County be eliminated; also clarified that the personnel process doesn't guarantee any employee raises*

The County Administrator clarified that the pay study is just an assessment of best personnel policy practices to include job descriptions.

- *Supervisor Weakley: Noted that the aforementioned list of localities does surround Madison*

Clarissa Berry, Commonwealth Attorney, was present and advised that (in her opinion) the list of localities would be considered by an individual in the event they found it necessary to seek alternative employment, despite the size of the locality involved.

After discussion, it was the consensus of the Board to work with the proposed list as presented. It was also suggested that future pay study information be provided in a simple one-page format.

The County Administrator advised that he was approached by the Treasurer, who offered Mr. Allen Berry (Radford graduate study) to provide services with the personnel study.

The Board thanked Mr. Berry for all of his efforts.

***e. Leathers Lane:*** The County Administrator advised that the statement for Leathers Lane was prepared in conjunction with Mr. Sean Gregg. Comments have been received by some of the residents. A copy of the statement has been submitted to all residents and posted to the County's website. Additionally, there will still need to be a community meeting scheduled. An additional detail involves a list of proposed improvements submitted by the residents (in July 2018), which will also be reviewed for action, in conjunction with the proposed statement.

***f. Health Department Building Lease:*** The County Administrator advised that the lease between the Madison County Board of Supervisors and the Madison Health Department was initiated in 1995, expired in 2015, but terms allow automatic renewal of the document unless a party gives notice otherwise (i.e. three [3] months before the end of the lease term). If the Board desires to do anything with the building before November 2019, the Madison Health Department personnel will need to be put on notice by August 31, 2018. He suggested the Board discuss these facts as presented.

Wade Kartchner, VDH Director, was present and advised that the VDH is still in the information collection phase.



- *Chairman Jackson: Advised of concerns that (in his opinion) the health department hasn't been very responsive to the needs of the community or County organizations (i.e. Madison County Planning Commission); no representative attends County meetings on a consistent basis*

#### 9. New Business:

**a. Agricultural Storm Damage Report:** The County Administrator provided extensive reports (as prepared by Brad Jarvis, Extension Office) on storm damage sustained in the County caused by two (2) recent major rain storms that caused:

- ❖ *Approximately 1,500 acres of planted soybean, corn, wheat and barley crops and 10,000 acres of mixed forages sustained major damage, which constitutes for over a 30% economic loss of crop revenue (approximately \$2.6M) to Madison agriculture.*
- ❖ *Flooding caused severe cropland erosion, stream channel failures, debris deposits, sedimentation, fencing losses and streambank degradation with an estimated cost of remediation and fence at \$500,000.*

Adoption of today's recommended resolution will allow the County to make an application to the Governor to request a release of funds to assist local farmers that have been impacted.

Supervisor Weakley moved to approve the Resolution [Agricultural Disaster Relief for County of Madison Farmers] as presented, seconded by Supervisor Foster. *Aye: Jackson, Weakley, McGhee, Hoffman, Foster. Nay: (0).*

**b. Proposed Building Numbering Policy:** Brian Gordon, Director of Emergency Communications, was present to advise that in March 2002, the Board approved a 911 road naming/structure numbering process within the County. A recent discussion with Wes Smith, Building Official, was held pertaining citizens' concerns that E911 was unable to provide prompt assistance to an injured neighbor because of the County's guideline of not providing an E911 address for a barn (or other structure being prior built prior to construction of the actual dwelling). After discussions, it was suggested that the County consider reviewing an addendum to the initial Ordinance. The following guidelines were provided for review and/or action:

#### Secondary Structure Addressing Policy

This policy sets forth guidelines for the addressing of unoccupied structures on properties that were not addressed at the time of construction or were not deemed to have a telephone and/or occupied at the time the current county addressing system was put into place. These guidelines shall be followed to maintain the effectiveness of the addressing system.

**Process** – Upon written request (form shall be available online if passed) a property owner may be eligible to have a secondary structure assigned an E-911 address. The property owner shall deliver the request to the Director of Emergency Communications to be considered by the Director of Emergency Communication, County Building Official and the Zoning Official. Once approval has been made the scheduled fee will be due to be paid to Madison County and delivered to the Director of Emergency Communications. The work will then be performed to gather information and to assign the address (typically 10 business days).

1. *The structure shall be permanent with an established foundation. Temporary or movable structures shall not be addressed.*
2. *Addressing the structure shall be deemed to serve a commercial or public safety purpose.*
3. *The structure shall have an established entrance and egress and shall accessible by emergency vehicles. The access road shall at a minimum have a gravel surface, be ten (10) feet wide, and have a height clearance of thirteen feet six inches (13'6").*

4. *The proposed secondary structure shall not be addressed if the structure is in close proximity to an established address, on the same property, that could reasonably be used to locate the secondary structure.*
5. *The structure shall be approved by the Director of Emergency Communications and the Madison County Building Official for addressing.*
6. *The addressing of the structure shall follow the same guidelines as when any new construction is addressed and will be numeric. The Alpha Character method will not be used when addressing secondary structures on a property.*
7. *A fee of Fifty Dollars (\$50.00) will be assessed to the requestor and shall be submitted before addressing of structure is performed.*

Information being considered today will also be posted online for the public.

Comments:

- *Supervisor Weakley: Questioned if the address is provided for a temporary structure, will this address be converted to the permanent address*
- *Chairman Jackson: Questioned whether there will be something in place to assist with location of fields at Hoover Ridge*

Mr. Gordon noted that:

- The temporary address can only be used if another structure is built in the same location of the building associated with the temporary address
- All fields at Hoover Ridge have now been uploaded to the County's mapping system and all locations at the property can now be pinpointed

The County Administrator noted that the E911 naming process was adopted by way of an Ordinance in 2002; today's suggestions are presented as an effective policy to said Ordinance.

Mr. Gordon referred to contents of the original Ordinance that was adopted in March 2002; however, at this time, structures being considered aren't occupied all the time (as a dwelling).

Frank Thomas, Interim County Attorney, suggested that the Board amend the existing Ordinance and advertise for a public hearing to attain public input on today's proposed changes

**c. *Emergency Services Radio System:*** Brian Gordon, Director of Emergency Communications, advised that information has been received from Black & Veatch concerning Phase II of the proposed radio project. Phase I advised the County of what's already in place. Phase II will involve what the County will need. A list of criteria involved with Phase II was reviewed (i.e. technical specs, development/evaluation of criteria. Vendor interviews, contract deliverables, assist & negotiate grant funding). Additionally, it was noted that the total cost of the Phase II proposal will be about \$76,266.00 (County's share will be \$37,633.00). Today's information has been proposed to Greene County and they will discuss this information with their governing Board.

The Board was encouraged to present any concerns/questions to Mr. Gordon and/or to the Sheriff. This item will be added to the next meeting Agenda for further discussion.

Erik Weaver, Sheriff, was present and advised that the proposed radio system is greatly needed, and that it will take about three (3) months to get underway.

## 10. Information/Correspondence

**a. Status Report on Projects:** The County Administrator provided a document that provided highlights on all open County projects as listed:

- Reassessment
- Recodification
- Driving & Vehicle Use Policy
- Architectural & Engineering Consultant Procurement
- Etlan Polling Place Relocation Personnel Study
- Criglersville Property Personnel Study
- Various Pending Studies Underway and Under Review
  - Criglersville Museum House
  - Water Supply Plan Update
  - Solid Waste Management Plan Update
  - Hazard Mitigation Plan
  - Public Safety Radios
  - Emergency Operations Plan
  - Flood Plain Maps
  - Personnel Study

➤ *Supervisor McGhee: Questioned if some there are any items at the old school that can be used at the GWC facility (i.e. kitchen items)*

John Scherer, Emergency Management Coordinator, was present and advised that updates to the Emergency Operations Plan are being initiated.

**b. CSB Update: Supervisor Foster:** Supervisor Foster advised that the recent CSB meeting involved a 7-hour Board retreat that was most positive. Additional highlights focused on review of:

- Mission statement
- Bylaws
- Committee structure
- Identification of programs being offered

And:

- Other relevant data

County concerns were also brought forth and immediately addressed. It's anticipated that the new Director will provide a presentation by January 2019 to address ideas and resolutions. It's felt that the RRCSB will be moving forward in a more positive direction.

**c. MCPRA Vacancy:** Chairman Jackson advised that the Madison County Parks & Recreation Authority will have a vacancy; a letter of resignation has been received from one of the current members.

After discussion, it was the consensus of the Board to advertise for the MCPRA Board vacancy.

Loretta Strothers, Assistant Director of Emergency Communications, was present and encouraged the County to move forward with the proposed purchase of new radios for emergency and law enforcement personnel to keep everyone safe.

#### **11. Public Comment**

Chairman Jackson opened the floor for public comment.

With no further public comment(s) being brought forth, Chairman Jackson closed the public comment opportunity.

Chairman Jackson advised that the Board will need to enter into a closed session upon completion of the tour of the Free Clinic of the Health Department Building.

#### **12. Tour of the Free Clinic Side of the Health Department Building (Approximately 6:00 p.m.)**

#### **13. Closed Session**

**a. Closed Session:** On motion of Supervisor Weakley, seconded by Supervisor Hoffman, the Board convened in a closed session pursuant to:

1. Virginia Code Section 2.2-3711(A)(1) for discussion and consideration of prospective candidates for promotion to the Director of Emergency Medical Services position and for discussion on prospective candidates for appointment as the County Attorney, and;
2. Virginia Code Section 2.2-3711(A)(7) for consultation with legal counsel and briefings by staff members or consultants to actual or probably litigation on injuries incurred by the County with respect to the sales and marketing of opioid pain killers, and discussion of litigation brought against the Board by Robert Legge, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body. *Aye: Jackson, Weakley, McGhee, Hoffman, Foster. Nay: (0).*

**b. Motion to Reconvene in Open Session:** On motion of Supervisor Weakley, seconded by Supervisor McGhee, the Board reconvened in open session, with the following vote recorded: *Aye: Jackson, Weakley, McGhee, Hoffman, Foster. Nay: (0).*

**c. Motion to Certify Compliance:** On motion of Supervisor Weakley, seconded by Supervisor Hoffman, the Board certified by roll-call vote that only matters lawfully exempted from open meeting requirements pursuant to Virginia Code 2.2-3711(A)(1) and Virginia Code 2.2-3711(A)(7) and only matters that were identified in the motion to convene in a closed session were heard, discussed or considered in the closed meeting. *Aye: Jackson, Weakley, McGhee, Hoffman, Foster. Nay: (0).*

**\*As a result of closed session:**

*The Board agreed to interview County Attorney candidates at 4:00 p.m. on August 28th, 2018.*

#### **14. Adjourn**

With no further action being required, Supervisor McGhee, seconded by Supervisor Foster, Chairman Jackson adjourned tonight's meeting until 4:00 p.m. on August 28, 2018. *Aye: Jackson, Weakley, McGhee, Hoffman, Foster. Nay: (0).*

---

R. Clay Jackson, Chairman

Madison County Board of Supervisors

---

Clerk of the Board of the Madison County Board of Supervisors

Adopted on: August 28, 2018

Copies: Board of Supervisors, County Attorney & Constitutional Officers

\*\*\*\*\*



# Agenda (Amended)

## Regular Meeting

Madison County Board of Supervisors

Tuesday, August 14, 2018 at 4:00 p.m.

County Administration Building, Auditorium

414 N Main Street, Madison, Virginia 22727

### Call to Order

### Pledge of Allegiance & Moment of Silence

1. Determine Presence of a Quorum / Adopt Agenda
  - a. SPECIAL ITEM: Board Photo with the new Animal Shelter Rescue Van
2. Public Comment
3. Reports from Constitutional Officers
4. Reports from County Departments
5. Reports from Committees and Organizations
  - a. Carver Washington Carver Regional High School..... Hortense Hinton-Jackson
6. Finance.....Director of Finance/Assistant County Administrator Costello
  - a. Claims
  - b. Supplemental Appropriation Requests
7. Approval of Minutes: July 24 and August 1, 2018 Meetings
8. Old Business
  - a. Status Report on Reassessment Project ..... Commissioner of the Revenue Daniel
  - b. Status Report on RDA/Breeze Project .....Treasurer Murray
  - c. Smart Scale Resolution ..... County Administrator Hobbs
  - d. Status Report on Personnel Study ..... County Administrator Hobbs
  - e. Leathers Lane Statement ..... County Administrator Hobbs
  - f. Health Department Building Lease ..... County Administrator Hobbs
9. New Business
  - a. Agricultural Storm Damage Report .....Extension Agent Brad Jarvis
  - b. Proposed Building Numbering Policy ....Dir. Of Emergency Communications Gordon
  - c. Emergency Services Radio System .....Dir. Of Emergency Communications Gordon
10. Information/Correspondence
  - a. Status Report on Projects..... County Administrator Hobbs
  - b. CSB ..... Supervisor Foster
  - c. MCPRA Vacancy .....Chairman Jackson
11. Public Comment
12. Tour of the Free Clinic side of the Health Department Building (Approximately 6:00 PM)

13. Closed Session:     **Personnel** (*County Attorney Services Proposals & Director of EMS Candidates*)  
**Legal** (*Potential Opioid Lawsuit & Legal (Discussion of Litigation Brought Against the County by Robert Legge)*)
14. Adjourn

AMENDMENTS NOTED IN ROYAL BLUE WITH YELLOW HIGHLIGHT